

**Josie Matthews**

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**From:** Nigel Greenhalgh <[REDACTED]>  
**Sent:** 15 April 2018 22:39  
**To:** Emma Blackham; [REDACTED]  
[REDACTED]  
**Cc:** [REDACTED]  
[REDACTED]  
**Subject:** BCC Minutes - Joint Transport Meeting No 2 - 13 04 2018 (DRAFT)  
**Attachments:** BCC Minutes - Joint Transport Meeting No 2 - 13 04 2018 (DRAFT).doc  
**Categories:** Complete

Hi All

Thank you all very much for attending the transport meeting on Friday and I now attach the minutes with a number of critical actions.

I would ask you all to review and progress your actions as I have to get a paper ready for the Cabinet by Friday. I need a couple of days to complete the document, so an early response would be appreciated.

Thanks  
Nigel

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<Brabazon Arena - Transport>



## MINUTES

| Meeting  | Date                        | Time  | Location    |
|--|-----------------------------|---|-------------|
| Filton Arena – Transport Review  | 13 <sup>th</sup> April 2018 | 11.00   | BCC Offices |
| <b>Attendees</b>   |                             |   |             |
| Emma Blackham (EB) – SGC – Transport Lead<br>Malcolm Parsons (MP) – Network Rail<br>David Lear (DL) – CH2M<br>Andrew Billingham (AB) – YTL Arena Lead<br>Peter Mann (PM) – BCC Transport Director<br>Adam Crowther (AC) – BCC Transport Lead<br>Nigel Greenhalgh (NG) – BCC - PM |                             |   |             |
| <b>Apologies</b>   |                             | <b>CC</b>   |             |
| Paul Bufton – CH2M<br>Steve Evans (SE) – SGC<br>Paul Johnson (PJ) – SGC  |                             | Colin Molton (CM) – BCC<br>Colin Skellett (CS) – YTL<br>Barra Mac Ruairi (BM) – YTL<br>Jason Mills (JM) – YTL |             |

| Agenda Item | Discussion Points/ Outcomes & Actions   | Actions |
|-------------|---|---------|
| 1           | <b>Introductions</b>  |         |
|             | NG introduced Andrew Billingham to the meeting who confirmed that he has been appointed by YTL to lead the development and operation of the Brabazon Arena project proposed by YTL.   |         |
| 2           | <b>Aim of the Meeting</b>   |         |
|             | NG explained that the aim of this meeting is to review the updated CH2M report and discuss all the possible transport issues and options to service [REDACTED]<br><br>The Cabinet meeting is in May 2018 and NG has to have a report ready for the Mayor by Friday 20 <sup>th</sup> April. All parties agreed that they will work together to promote and demonstrate a collaborative statement, outlining the risks and opportunities. |         |
| 3           | <b>CH2M Report</b>  |         |
|             | Following the last meeting and comments from BCC and SGC, DL issued an updated report the day before the meeting.<br><br>The report assumed two scenarios based on the worst case, which  |         |

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|-------------|--|----------|
|             | <p>is a weekday maximum capacity evening event, and the details are listed below:</p> <p><b>Scenario 1:</b></p> <ul style="list-style-type: none"> <li>• Car travel – 83%, Rail 1%, Bus/Coach 7%, Other 9%</li> <li>• No Park and Rides</li> <li>• Parking on-site and at The Mall and Parkway station</li> </ul> <p><b>Scenario 2:</b></p> <ul style="list-style-type: none"> <li>• Car travel – 83%, Rail 1%, Bus/Coach 7%, Other 9%</li> <li>• New Park and Rides at A4018 and M32, with rail and bus shuttle service</li> <li>• Metro West service back to Temple Meads for parking in the City</li> <li>• Parking on-site and reduced parking at The Mall and Parkway station</li> </ul> <p>The report highlighted that Scenario 1 does not work due to the increase in car movements at junctions 16 and 17 on the M5.</p> <p>It was agreed that a hybrid Scenario 1 needs to be developed looking at informal Park and Ride sites. The sites at Parkway, the Portway and Lyde Green were suggested.</p> <p><b>Action – DL to discuss and agree, with AC and EB, the hybrid scenario, which is achievable for the opening of the Arena, and then model</b></p> | DL/AC/EB |
| 4           | [REDACTED]   |          |
|             | <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <ul style="list-style-type: none"> <li>• [REDACTED]</li> <li>• [REDACTED]</li> <li>• [REDACTED]</li> <li>• [REDACTED]</li> </ul> <p>[REDACTED]</p> <p>[REDACTED]</p> <ul style="list-style-type: none"> <li>• [REDACTED]</li> <li>• [REDACTED]</li> <li>• [REDACTED]</li> </ul>  |          |

| Agenda Item | Discussion Points/ Outcomes & Actions  | Actions |
|-------------|--|---------|
|             | <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>  | DL      |
| 5           | <b>Delivery and Operational Programme</b>  |         |
|             | <p>The programme was issued and is based on the following dates:</p> <ul style="list-style-type: none"> <li>• MetroBus Extension complete and operational – Summer 2021</li> <li>• Metro West 2 complete and operational – Autumn 2021</li> <li>• Bristol Arena opening – Summer 2022</li> </ul> <p>However, there are still a number of unknown dates, as listed below:</p> <ul style="list-style-type: none"> <li>• The western road link to the A4018, from the Filton Airfield site</li> <li>• The possible dates when the new Park and Rides will be completed and operational</li> </ul> <p>It was agreed at the meeting that the Metro West 2 and MetroBus Extension dates could be delayed. All agreed and strong management will be required</p> <p>Also, the issue of upgrading the Bristol East rail junction, just outside Temple Meads, was discussed and it was suggested that it is not needed for MW2, but would be for any enhanced services.</p> <p>It was confirmed that the required funding, over £100,000, has been agreed by the Government and needs to be confirmed within the next 12 months.</p> <p><b>Action – NG to discuss with NR, WECA and BCC</b></p> | NG/MP   |
| 6           | <b>Agreed points and assumptions:</b>  |         |
|             | <p><b>YTL:</b></p> <ul style="list-style-type: none"> <li>• Visitors in year 1 [REDACTED] year 5 and on-going</li> <li>• There will be [REDACTED] events in year 1 rising to [REDACTED] in year 5 and on-going [REDACTED] will be larger "Big Hero Grade A" events)</li> <li>• The main events will be evenings</li> </ul>   |         |
|             | <p><b>Highways:</b></p> <ul style="list-style-type: none"> <li>• YTL confirmed that the new junction into the site, off the A38, will be complete by summer 2019</li> <li>• YTL confirmed that the rear of the Brabazon Hangers will be</li> </ul>   |         |



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|-------------|--|-------------------------------------|
|             | <p>used for the crews, acts and staff. The access will be through BAE and has been agreed</p> <ul style="list-style-type: none"> <li>• SGC/BCC confirmed that the new junction has not been designed for the increased arena traffic</li> </ul> <p><b>Action – AB to discuss with YTL the new A38 junction design and look at a redesign now, if required</b></p>  | AB/JM                               |
|             | <p><b>Rail:</b></p> <ul style="list-style-type: none"> <li>• It was agreed to leave the existing MV2 design as an hourly service as this change would require a passing loop to be constructed and signalling changes</li> <li>• EB and MP confirmed that this project is funded at the current GRIP stage but there will be further GRIP stages to identify final costs</li> <li>• GWR has confirmed that it would be interested in and has the experience of putting on increased rail services prior to and after major events, subject to an agreed commercial position</li> </ul> <p><b>Action – YTL to make contact with GWR to discuss the commercial arrangements and any extra costs</b></p> <ul style="list-style-type: none"> <li>• NG has instructed Motts to undertake a high-level review of the Filton North to Parkway passenger rail link</li> </ul> <p><b>Action – NG to chase Motts and inform all of the outcome in relation to estimate of costs and time</b></p> <ul style="list-style-type: none"> <li>• YTL to discuss and agree, with NR/GWR, the likely Arena rail passenger flows so that the new North Filton platform can be designed to cater for the extra people</li> </ul> <p><b>Action – AB to discuss with MP and confirm the size and likely costs</b></p> | <p>AB/CS</p> <p>NG</p> <p>AB/MP</p> |
|             | <p><b>MetroBus Extension</b></p> <ul style="list-style-type: none"> <li>• EB confirmed that this project is funded at the current design stage but there will be further Design/GRIP stages to identify final costs</li> <li>• First Group has confirmed that it would be interested in and has the experience of putting on increased bus services prior to and after major events, subject to an agreed commercial position</li> </ul> <p><b>Action – YTL to update the modal interchange hub on the Filton Airfield site to show increased bus parking to service the arena events</b></p>  | AB/JM                               |
|             | <p><b>On – Street Parking:</b></p> <ul style="list-style-type: none"> <li>• It was agreed that measures must be put in place to prevent indiscriminate on – street parking</li> </ul> <p><b>Action – This is to be covered in the joint agreement between BCC and SGC. Draft being provided by EB</b></p>  | EB                                  |

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|-------------|---|----------|
|             | <p><b>Park and Ride sites:</b></p> <ul style="list-style-type: none"> <li>AC/EB confirmed that a joint approach to park and ride provision has been agreed and the studies are being undertaken at the moment</li> <li>Park and Ride suite on the A4018, A38 and M32 are being discussed</li> </ul> <p><b>Action – This is to be covered in the joint agreement between BCC and SGC. Draft being provided by EB</b></p> <ul style="list-style-type: none"> <li>The Mall has confirmed that it would be willing to work with YTL to provide Arena car parking in Car Park H, subject to the security and management of this being agreed between YTL and The Mall. The principle of this needs to be agreed with BCC and SGC.</li> </ul> | AC/EB    |
| 7           | <b>Risks:</b>   |          |
|             | <ul style="list-style-type: none"> <li>The level of funding agreed for MW2 and MetroBus Extension to-date may not be adequate and costs may rise</li> <li>The completion and opening of the MW2 and MetroBus Extension may be delayed</li> <li>The agreed funding and programme to undertake the Bristol East rail junction works may be delayed, which could affect increased rail services to the Arena. At present the plan is to complete these works by Autumn 2021</li> </ul>   |          |
| 8           | <p><b>Any Other Business</b></p> <ul style="list-style-type: none"> <li>Look at hotel capacity, both on opening and in the future. This could lead to an improved link with the City Centre</li> <li>AB queried the parking provision that was allowed for when planning was given for the UWE stadium, which is 21,000</li> </ul>  | AB<br>EB |
| 9           | <p><b>Joint Statement for the Cabinet Paper</b></p> <p>NG confirmed that he is looking for a joint statement from BCC and SGC, confirming how that they will look at transport options to service the arena. These will cover:</p> <ul style="list-style-type: none"> <li>MW2 and MetroBus Extension</li> <li>Informal, existing and new Park and Ride sites</li> <li>A way of managing the Traffic and Parking issues</li> <li>A way of jointly managing the traffic flow through the City region</li> </ul> <p><b>Action – An initial draft is to be provided by EB</b></p>   | EB       |